



**HAMILTON COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE**

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MINUTES

LEPC Meeting, January 8, 2003

A meeting of the Hamilton County Local Emergency Planning Committee (LEPC) was held January 8, 2003 at Wally's Restaurant, 6521 Ringgold Road in East Ridge, Tennessee.

Those in attendance were:

Jamie Farrow, Chairman, BWSC (**Chairperson**)
Wayne Stuntz, Secretary, Hamilton County Emergency Services (**Secretary**)
Larry Reich, Tri-State Security
Chris McCormack, Marion Environmental
Jim Edmister, Industrial Welding Supply
Mike James, MEI
Mike Poe, SOFIX Corp.
Jobie Jones, Velsicol Chemical
George Sivils, DuPont
Shirley Green, CARTA
Caroline Williams, League of Women Voters
Chris Young, Atlanta Gas Light
Michelle Fugatt, Chattanooga Fire Dept.
Cecil Barber, Chattanooga Fire Dept.
Girish Pattel, ALCO Chemical
David Walker, Chattanooga Fire Dept.
Tim Arnold, TN State Guard/CG Aux.
Charles Chauncey, RACES
Dane Creel, Kraft Foods (**V/Chair**)
Don Davis, Chattanooga Fire Dept.
Steve Davis, Chattanooga Fire Dept.
Harold Wooden, Chattanooga Fire Dept.
Daniel Hague, Chattanooga Fire Dept.
Caleb Womack, Chattem Chemicals, Inc.

Those in attendance: (Cont.)

Ray Childers, Chattanooga Manufacturing Assoc.
Bruce Garner, Chattanooga Fire Dept. (**First V/Chair**)
David Darnell, BASF (**V/Chair**)
Tim Butters, CHEMTREC/American Chemistry Council (ACC) (Guest Speaker)
Craig Haney, Chattanooga Fire Dept.
Henry McEluain, Chattanooga Fire Dept.
David Brooks, Chattanooga Fire Dept.
Lt. James Whitmire, Chattanooga Fire Dept.
Lt. Lesley Cole, Chattanooga Fire Dept.
Tim Nance, DP Enterprises
Randy Snorek, Electric Power Board
Eric Helquist, JAT Oil/Fuels Marketing
Mike Beavers, TVA-Sequoyah
James Moore, Chattanooga Fire Dept.
Denise Thacker, Velsicol Chemical
Anthony Williams, Chattanooga Fire Dept.
Brian Lopez-Cepero, Chattanooga Gov.
Charles Goodner, RACES

Call to Order:

Chairperson, Ms. Jamie Farrow called the meeting to order at 10:35 a.m. Ms Farrow noticing new faces at the meeting asked for introductions.

Old Business

Ms. Farrow then asked for membership approval of the November 13, 2002 LEPC meeting minutes. Mr. Eric Helquist made the motion to accept meeting minutes as written, seconded by Mr. Bruce Garner and approved by committee at large.

Ms Farrow then asked the Secretary for the Financial Report. Mr. Stuntz then read financial report covering bank statement period Nov 20 2002 thru Dec 18, 2002. Report is a matter of record with meeting minutes. Ms Farrow informed the committee that the County Auditor's office has been asked to conduct an audit of the LEPC financial account. This is customary when a new chairperson takes office. All financial records since the last audit will be turned over to that office as soon as possible.

Ms. Farrow said that the LEPC Roster was being passed around and for all in attendance to make sure that it reflected the correct information for their agency/company/etc.

New Business

Mr. David Darnell was asked to provide an update on the 2003 HMEP Grant. David said that Hamilton County was not awarded the grant for year 2003—that it was awarded to Knox County who wanted to mirror what Hamilton County had done for the past six years. Mr. Darnell said that TEMA complimented Hamilton County on the manner in which the grant monies were used to produce successful conferences over past six years and that TEMA decided to give Knox County a chance on presenting the conference in Knoxville.

Mr. Darnell went on to say that we, as a committee, need to be thinking about what we are going to do with the LEPC funds, i.e. are there other training opportunities or needs in Hamilton County or city of Chattanooga that we need to be focusing on? Is there software or hardware that we need to directing those funds on in support of the City or County? He urged the committee to concentrate on how best to utilize those funds. He said that Ms. Farrow had already drafted a letter to a couple of our local leaders addressing this very issue.

Ms Farrow then gave the committee an insight from the grant application of what Hamilton County had requested the grant for—stating that we did not receive monies for any part of the grant.

The Chairman apologized to the Committee stating that we had asked Mr. Richard Taylor (who is not in attendance today) to talk about other grants that might be available—Mr. Taylor told Mr. Stuntz that there were no other grants available at this time. Along these lines, Ms. Farrow said that Mr. Martin had been addressing the issue of software with City and County folks, but there is no clear direction yet on which software to purchase.

Ms Farrow then turned to Mr. Garner to provide an update from the Exercise Subcommittee. Mr. Garner said that it was a little early to provide solid information on exercises as the LEPC usually tries to have its HAZMAT exercise in the fall. Mr. Garner did say that he is currently putting together an exercise subcommittee. Bruce said that currently Ms. Lori Backus has agreed to join him on that subcommittee and that he was looking for new venues for conducting the fall exercise and hoped to provide better information in the future. Ms. Farrow asked that if there are any individuals interested in working with Mr. Garner to please get with him and also any companies willing to host a fall exercise to see Mr. Garner.

Ms. Farrow, recognizing that Mr. Twitchell was not present to give the Membership subcommittee report asked if there was anyone in attendance that would like to become a member. There being none, Ms. Farrow then said that she was interested in forming a new public outreach subcommittee and asked if anyone was interested in joining this new subcommittee to let her know—otherwise, members might be contacted asking for their help with this new subcommittee.

Ms. Farrow told the committee that one of the goals of the LEPC is to get information to the public about areas that might affect them—that we have in the past done things to inform the public, such as, the Chattanooga Made, the Discovery Museum, distributing pamphlets about the LEPC, and the LEPC “Focus on Emergency Planning” conferences—therefore, the need for a Public Outreach subcommittee.

The meeting was then turned over to Mr. David Darnell who introduced Mr. Tim Butters, the guest speaker for the meeting who came from Washington D.C. to address our committee today. Mr. Butters, a member of the American Chemistry Council (ACC), and Managing Director of Chemtrec spoke to the committee about the current status of the Council. He addressed the history of the ACC—that it changed from the Chattanooga Manufacturing Association in the year 2000; he addressed security issues and how the ACC gets involved with industry; that the ACC is the 911 center for industry; that the first hour is critical in getting information from the caller about the container, shipping papers, markings and general information about the product involved; what is needed immediately clothing wise for first responders, MSDSs, and how to get information to first responders. Mr. Butters also covered the make-up of Chemtrec teams: i.e. 12 hours shifts (7a.m. -7a.m.), there are 15 emergency specialists w/4 on a team. Mr. Butters said that the peak period for shipments as from 8 a.m. to 10 p.m.

Mr. Butters said the challenges for Chemtrec are: knowing the origin of the leak, proper procedures, improper or unavailable shipping documents, communication between shippers and carriers, finding the right shipping person, non-registered shippers using Chemtrec phone number. He said future challenges were: using technology for response, global logistics and electronic safeguards. Mr. Butters addressed many more issues too numerous to mention here. A copy of Mr. Butters presentation is on file with the LEPC.

Following a brief question and answer period, Ms. Farrow thanked Mr. Butters for his excellent presentation on the American Chemistry Council and Chemtrec.

Ms. Farrow thanked the Executive Committee of the LEPC for their continued support without which we would not have such qualified speakers and reminded the full committee that it was time to step up to the plate. Jamie asked that those chemical plants that were neighbors to other plants who were not members to visit them and ask them to get involved with the LEPC. Ms. Farrow reminded the committee that Tier II reports were due March 1st.

Mr. Dane Creel of the Programs subcommittee reminded all that the next meeting would be March 12th, 10:30 a.m. at Wally’s Restaurant in East Ridge. Meeting adjourned.

LEPC Meeting Minutes
January 8, 2003